

**Faculty of Engineering & Design**

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**Meeting:** FACULTY BOARD OF STUDIES  
**Date and Time:** Wednesday 19 November 2014 at 2.15 pm  
**Venue:** 2 East 3.4

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**Present:**

Prof Gary Hawley (Chair) JGH	Dean
Dr Ivan Astin	Dept of Electronic & Electrical Engineering
Mr Nikhil Bhalla	Postgraduate Research Student Representative (Elec Eng)
Dr Steve Cayzer	Dept of Mechanical Eng ( <i>arrived 2.55 p.m.</i> )
Dr Jos Darling	Dept of Mechanical Engineering
Dr Adrian Evans	Dept of Electronic & Electrical Engineering
Dr Mark Evernden	Dept of Arch & Civil Engineering
Dr Jeff Gavin	Dept of Psychology
Mr Paul Goodstadt	Education Officer, Students' Union
Dr Andrew Heath	Associate Dean, Learning & Teaching
Dr Nigel Johnston	Dept of Mechanical Engineering
Dr Tim Mays	Dept of Chemical Engineering
Prof Tony Miles	Dept of Mechanical Engineering
Ms Charlotte Russell	Undergraduate Representative (Civil Eng)
Dr Peter Shepherd	Dept of Electronic & Electrical Engineering
Professor Pete Walker	Dept of Arch & Civil Engineering

**In Attendance:** Mrs Rachel Summers Faculty Assistant Registrar

**Apologies:** Apologies for absence were received from Dr Tom Arnot, Dr Emma Brandon Jones, Dr Sally Cliff, Prof Tim Ibell, Dr Marcelle McManus, Prof Rob Scheichl, Mr David Stacey, Mr Matthew Wickens, Dr Mike Wilson.

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**ACTION****870 WELCOME & APOLOGIES**

The Chair welcomed Nikhil Bhalla (postgraduate research student representative) to the Board. Apologies as detailed above were noted.

**871 MINUTES OF THE PREVIOUS MEETING (FE2014-15/041)**

The unreserved minutes of the meeting of the Board of Studies held on 8 October 2014 were approved as a correct record of the proceedings.

**872 CHAIR'S BUSINESS**

The Chair had no items of business to report.

**873 ESTABLISHMENT OF RESEARCH CENTRES (FE2014-15/044)**

The Board considered the proposal from the Dept. of Chemical Engineering for the establishment of a new research centre, the Water Innovation and Research Centre (WIRC). The proposal had been reviewed by Faculty Research Committee (FRC minute 373 refers) and following enhancements had recently been approved by the Chair of FRC. The proposed Centre will be led by the Department of Chemical Engineering but will have a pan-University profile bringing together water research from across a range of disciplines. Dr Mays drew the Board's attention to the Vision for the Centre, '*...to be recognised globally for the quality of our Water Innovation and Research and the impact it delivers within an interdisciplinary environment that fosters international and national partnerships between academia, industry and NGOs*'. In particular the Centre aims to be the 'go to' partner on the international stage in water science. Bath is already recognised as being a leading source of expertise in water sciences and has strong research links with the UK water industry. Wessex Water has extended its research relationship with the University and has provided funding to the Centre to support a Chair and a Lecturer positions. The Board noted that the Centre will be led by Dr Mays until the new Professor of Water Science & Engineering has been appointed. The Board **APPROVED** the establishment of the Water Innovation and Research Centre.

**874 BOARDS OF EXAMINERS 2014- 2015 (FE2014-15/045)**

The Board received the draft membership lists for Boards of Examiners for Units and Programmes (BEU/BEPs) for 2014 – 15. The Board noted that the membership of BEU/BEPs for postgraduate taught programmes in the Dept. of Architecture & Civil Engineering and programmes delivered by distance learning would be submitted to the January meeting of the Board. The Board noted that Faculty Executive had agreed that Departments should be mindful of the NFAAR requirements in drawing up their memberships and Heads of Department had been asked to establish the membership of their BEPs with a view to ensuring that they were constituted of 'a representative group of internal examiners' as opposed to including all members of teaching staff as has been the practice in previous years. Professor Miles commented that the Department of Mechanical Engineering considered it important for all members of teaching staff to have the opportunity to attend the BEP for finalists and the draft membership reflected this. Dr Evans advised that the membership of the semester 2 BEU for finalists would be enhanced by the addition of the following academic staff, Dr Manuchehr Soleimani, Dr Robert Watson, Dr Steve Pennock and Dr Pejman Iravani (Mech Eng).

**RECEIVED:** The membership of Boards of Examiners for Units (BEUs) for 2014/15 as detailed in paper FE2014-15/045.

**APPROVED:** The membership of Boards of Examiners for Programmes (BEPs) for 2014/15 as detailed in paper FE2014-15/045.

**875 STAFF STUDENT LIAISON COMMITTEES (FE2014-15/046)**

The Board received the memberships and terms of reference for the undergraduate Staff Student Liaison Committees in all Departments in the Faculty and the Postgraduate Research SSLC for 2014-15. In response to a query from Mr Goodstadt, the Secretary confirmed that the cross Faculty SSLC for Postgraduate Taught students was in the process of being constituted with a first meeting scheduled for the 2 December. Despite running two rounds of elections to appoint

PGT representative, positions on the Faculty's PGT SSLC had not been filled and Departments and the Grad School were actively working with the Students' Union in promoting the PGT SSLC to students in order to encourage participation. Mr Goodstadt noted that the balance of the membership of the Arch & Civil SSLC was out of line with the minimum requirements as detailed in QA48 'the total number of staff members should not exceed the total number of student members on the SSLC'. Prof Walker advised that he was liaising with the new Chair of the SSLC (Dr Chris Williams) to revise the membership in line with QA48. He noted that whilst all staff were listed as members in reality only a small number actually routinely attended and there had never been an occasion where there were more staff than students present. The Board also noted that whilst the membership of the Mech Eng SSLC was technically compliant, there were a large number of staff listed in addition to the members as 'in attendance'; were they all to attend the balance of membership would be significantly affected. Professor Miles explained that the staff listed tended to hold key positions in the Dept or Faculty e.g. the Dept. Co-ordinator, the Technical Support Manager, Faculty Placements Officer etc who could ensure that any issues raised by students which fell under their area could be resolved promptly. Mr Goodstadt suggested that one way around this might be to have additional student representatives - he advised that he would seek clarification from LTEO regarding the number/function of additional staff members on SSLCs who are listed as 'in attendance'.

**APPROVED:** the Terms of Reference and Memberships for the following SSLCs

- a) Department of Architecture & Civil Engineering (*subject to staff membership being reduced*)
- b) Department of Chemical Engineering
- c) Department of Electronic & Electrical Engineering
- d) Department of Mechanical Engineering
- e) Postgraduate Research SSLC (*note: any references to PGT to be removed*)

Dr Heath commented that Departments had been approached by LTEO to facilitate Open SSLC meetings in order to encourage greater student participation and engagement. There appeared to be some confusion however as to the purpose and nature of the proposed Open SSLC meetings and where the responsibility for coordinating them should lie. Mr Goodstadt explained that the idea was that they would be student led, but that he would seek clarification from the LTEO – Dr Heath commented that he would be happy to attend any such meetings in his capacity as Associate Dean for Learning & Teaching.

**876 FACULTY LEARNING TEACHING & QUALITY COMMITTEE MINUTES (FE2014-15/048)**

The unreserved minutes of the Faculty Learning Teaching & Quality Committee meeting held on 18 June 2014 were received and noted.

**877 FACULTY RESEARCH STUDENTS COMMITTEE MINUTES (FE2014-15/051-53)**

The unreserved minutes of the Faculty Research Students Committee meetings held on 3 September, 1 and 29 October were received and noted.

**878 FACULTY GRADUATE SCHOOL COMMITTEE (FE2014-15/054)**

The unreserved minutes of the Graduate School Committee held on 1 October 2014 were received and noted.

## 879 REPORTS FROM ASSOCIATE DEANS & DEPARTMENTS

a) The Dean reported on behalf of Prof Ibell (Associate Dean Research) that the revised peer review process is now in place across all research centres in the Faculty. Also the Faculty REF Team for the next round (2020 cycle) has been formulated and will meet for the first time in February 2015.

b) Professor Miles (HoD Mechanical Eng.) advised that the Dr Francesco Ciampa had recently been appointed to a Lectureship position and Prof Gareth Jones, formerly Product Development Director at Dyson, has been appointed as the Dyson Chair of Design Engineering and will drive forward the Department's focus on integrating design engineering, entrepreneurship and innovation in its degree provision. Professor Jones will also oversee the Department's Innovation Scholarships and will work across both mechanical and electronic and electrical engineering departments. A second professorial appointment will join the Department in January 2015, Professor Jamie Turner, who has a strong industrial background. Prof Miles reported that the Department is currently exploring a proposal to close the Materials Research Centre and the Aerospace Research Centre with the aim of accommodating their research activities along with those of other Research Units and Groups into two new Research Centres. One of the new Centres will be related to Materials and Structures and the other to Thermo-Fluids and Energy. The Centre of Orthopaedic Biomechanics recently launched the inaugural Robert Bryant Lecture to promote biomechanics research. The annual lecture is funded by a gift from Robert Bryant (a mech eng alumnus) – the gift also proves an annual prize for the final year biomechanics project and a travel fund for PhD students.

c) Dr Mays (HoD Chem Eng) reported that following recent recruitment activities two lectureship positions in the Department would hopefully be filled at the start of 2015. In addition a new Director of Studies for the IEM programme had been made an offer of appointment and it was hoped would take up the position in February 2015. Dr Mays was pleased to report that Kirsten Cherry, who graduated from the MEng Chemical Engineering programme in the summer, had been awarded a 2014 Salters' Graduate Prize for Chemical Engineering at a ceremony in London on 20 November 2014. Up to five prizes of £1,000 are awarded annually on the basis of assessments of the potential of first-class candidates ultimately to occupy leading positions in public life, either by employment in the Chemical or related industries, or more generally in employment that supports the industrial life of the UK.

d) Dr Evans (HoD Electronic & Electrical Eng) was pleased to report that Dr Philip Shields as Principal Investigator (PI) had been awarded a major research and equipment grant by the EPSRC for 'Manufacturing of nano-engineered III-nitride semi conductors'. The total grant is £2.65 million of which £1 million will be coming to Bath. Dr Evans commented that it was a particularly impressive achievement as Dr Shields is only just coming to the end of his probationary period. The Dean noted that the Faculty had achieved a 100% strike rate with recent equipment grant applications to EPSRC (4/4 equipment grants awarded totalling approx. £5 million). It was noted that three of these applications had been led by probationary lecturers. Dr Evans was also pleased to report that Dr Duncan Allsopp has been awarded an EU grant of €850K in the area of LEDs.

e) Professor Walker (HoD Architecture & Civil Eng) advised that the Department is currently recruiting to two lecturer positions in architecture. The Department recently hosted visits from the RIBA and CIOB and has put forward its submission for the renewal of its prescribed status to the ARB. Professor Walker was pleased to report

that Steve Tompkins of architectural practice Haworth Tompkins, an alumnus of the Department, had received the RIBA Stirling Prize for 2014 for the Liverpool Everyman Theatre.

f) Dr Heath (Associate Dean L&T) reported that undergraduate applications for 2015 entry are 8% up compared to same point last year – it therefore looks like 2015 could be a large intake year. Dr Heath noted that a University exercise had recently been completed to identify all units currently being delivered to less than 10 students. Heads of Department had been asked to close any units with less than 10 students.

The Dean congratulated the Faculty's Placements Team for the fantastic Industrial Placements Fair which was held on 14 November. 65 companies from across the UK attended and over 900 students visited throughout the day.

#### **880 STAFF STUDENT LIAISON COMMITTEES (FE2014-15/055-58)**

The Board received the minutes of the following Staff Student Liaison Committee meetings

- (i) Dept. of Arch & Civil Eng. SSLC 1 April 2014
- (ii) Dept. of Electronic & Electrical Eng. SSLC 9 April 2014
- (iii) Dept. of Mechanical Engineering SSLC 21 October 2014
- (iv) Graduate SSLC PGR 30 October 2014

#### **881 LIBRARY MATTERS**

In the absence of Mr Stacey there were no library matters reported.

#### **882 ANY OTHER BUSINESS**

There were no items of other business and therefore the Board moved onto white FOIA business.